



**STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
FLEET MANAGEMENT OFFICE**

Online Defensive Driving Course (DDC)

National Safety Council

Instructions:

- Contact:
 - Ginny Fernandez
1-800-621-7615 ext: (53513)
Ginny.fernandez@nsc.org
- Provide National Safety Council with:
 - Agency Billing Address
 - Fleet Billing Code
 - Agency Reference Code :
 - PO#FLT12007
 - National Safety Council Parent Code:
 - 2003860